

Message Text

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ACTION TRSE-00

INFO OCT-01 ARA-16 ISO-00 A-01 SY-10 SS-20 NSC-07 PRS-01

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R 131638Z MAR 74

FM AMEMBASSY SANTIAGO

TO SECSTATE WASHDC 7770

UNCLAS SANTIAGO 1233

E.O.11652:N/A

TAGS: OVIP (SHULTZ) IDB OCON CI

SUBJ: HOTEL ACCOMODATIONS FOR US DELEGATION TO

IDB ANNUAL MEETING

REF: STATE 039749

1. SUMMARY: EMBASSY WOULD APPRECIATE SOONEST PRELIMINARY LIST OF US DELEGATION SO WE CAN PROCEED WITH CERTAIN ADMINISTRATIVE ARRANGEMENTS. END SUMMARY

2. IDB ADMINISTRATIVE OFFICER CONRAD HAS TOLD US THAT RESERVATION OF ONE SUITE AND 40 ROOMS AT HOTEL SHERATON-SAN CRISTOBAL FOR US DELEGATION CANNOT BE CHANGED TO HOTEL SHERATON-CARRERA AND THAT THIS ARRANGEMENT HAS BEEN CLEARED WITH MR. HENNESEY. GENERAL MANAGER OF SHERATON-SAN CRISTOBAL SUBSEQUENTLY INFORMED US THAT HE CANNOT BLOCK OUT ROOMS AT HOTEL IN ADVANCE WITHOUT KNOWING NAMES AND COMPOSITION OF ENTIRE US DELEGATION. HE EXPLAINED HOTEL WAS OPERATING AT ALMOST FULL CAPACITY AND INDIVIDUALS HAD TO BE ASSIGNED TO PROPER TYPE OF ROOM. (:COMMENT: EXCEPT FOR SUITES, ALL HOTEL ROOMS ARE APPROXIMATELY EQUAL SIZE, WITH EITHER SINGLE, DOUBLE, OR TWIN BEDS. END COMMENT). WE TOLD MANAGER WE NEEDED TO KNOW ACTUAL ROOM NUMBERS WELL IN ADVANCE OF DELEGATION ARRIVAL IN ORDER TO SET UP CONTROL AND ADMINISTRATION ROOMS AND ESTABLISH ANY NECESSARY EXTRA TELEPHONE FACILITIES. WE ALSO ASKED THAT US DELEGATION BE ON SAME FLOOR, IF POSSIBLE.

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3. MANAGER NOTED THAT HOTEL IS ESTABLISHING PRE-REGISTRATION

PROCEDURES FOR DELEGATES SO THAT UPON ARRIVAL THEY WOULD ONLY NEED TO SIGN REGISTRATION CARDS AND PICK UP ROOM KEYS. FOLLOWING INFORMATION IS NEEDED TO FILL OUT CARDS IN ADVANCE: FIRST AND LAST NAME; HOME ADDRESS, INCLUDING STREET AND NUMBER, CITY, AND STATE; NAME OF ORGANIZATION WHERE PERSON EMPLOYED; NATIONALITY; PASSPORT NUMBER; AND DEPARTURE DATE.

4. CONRADS TOLD US THAT SEVERAL MEMBERS OF US DELEGATION WILL BE ARRIVING HERE BEFORE SECRETARY SHULTZ.

5. ACTION REQUESTED: WE WOULD APPRECIATE RECEIVING ASAP PRELIMINARY LIST OF NAMES OF ALL MEMBERS OF THE DELEGATION (INCLUDING SPOUSES), THEIR OFFICIAL CAPACITIES, AND THEIR VARIOUS ARRIVAL TIMES IN ORDER TO OBTAIN DEFINITE ROOM NUMBERS. WE ALSO NEED NECESSARY INFORMATION FOR REGISTRATION CARDS SEVERAL DAYS BEFORE DELEGATION ARRIVAL HERE. ALTHOUGH WE REALIZE THAT COMPOSITION OF DELEGATION MAY CHANGE BEFORE MEETING, TENTATIVE LIST WILL ENABLE EMBASSY TO MOVE AHEAD MORE QUICKLY WITH ADMINISTRATIVE ARRANGEMENTS.
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